

# Town Administrator's Action Items Report

## April 20, 2015

1. **Highway Safety Subcommittee**-Foot Traffic Study Committee-First meeting scheduled for September 8<sup>th</sup>.  
Committee had organizational meeting and discussion of assignments were given out.  
Grant application sent to DOT on Friday, Sept. 26<sup>th</sup>.  
Next meeting is on Tuesday, October 28<sup>th</sup> at 4:00pm. Overview of plan if grant does not come through. Discussed the possibility of using the 'used' bridge.  
Also discussed a Canadian purchase.  
  
Next meeting scheduled for after the holidays TBA  
Warrant Article written according to agreement.  
Minutes of meeting attached.  
Next Meeting on April 22<sup>th</sup> at 4:00 PM  
Chief Brace and Road Agent Dick Perusse to attend and discuss other pedestrian related issues with the committee.
2. **Heating and Air Conditioning Units** – Bids advertised in the Messenger and New Boston Bulletin and placed on town's web page. See Attached. Bids opened on April 16<sup>th</sup> and recommendation is on agenda for April 20<sup>th</sup>.
3. **Town Hall Basement** bid- Bid Package created and also advertised and put on Web page.
4. **Mont Vernon Road Land Purchase**- Met with Leslie Nixon to assist in closing of said property- Don Grosso preparing deed. Atty. Nixon advises that all is now ok to 'close'. Peter to make appointment with Grosso when he returns from vacation in May.
5. **Purchase of Daniels land behind fire station**- Met with Leslie Nixon to prepare deed and resolve property line issues. Lot line adjustment to be sought. Ready for purchase at this time, however.
6. **Highway Dept. Proposed New Hire**- Interview process took place on March 30<sup>th</sup> with Dick Perusse, Tom Miller and Peter Flynn. Narrowed down to two candidates.  
  
New person to start on Monday April 20<sup>th</sup>. His name is Brett Martin and was working for the Hancock Highway Department.